

Hamilton Historic Main Street Advisory Board

Regular Meeting Minutes

Tuesday, January 20, 2026 – 5:30 p.m.

City Hall, 200 E. Main Street, Hamilton, Texas

I. Call to Order

The regular meeting of the Hamilton Historic Main Street Advisory Board was called to order by President Mary Owen at 5:30 p.m.

Board Members Present

- Mary Owen – President
- Courtney Amaro
- Kristi Collett
- Alicia Saldana-Stephens
- Michelle Frasier
- Joelle Jocis

Board Members Absent

- Liz Graves

Staff / Ex Officio Present

- Debbie Grieve – Executive Director, Hamilton Historic Main Street
- Bonnie Harle – EDC & Main Street Administrative Assistant
- Stacey Norris – City Administrator

Guests

- Emery (Youth Member Applicant)

Public Attendees

None

II. Citizens' Comments

No citizen comments were offered.

III. Consent Agenda

a. Approval of Minutes

The board considered the minutes of the December 16, 2025, regular meeting. A motion to approve the minutes as presented by Joelle Jocis, seconded by Kristi Collett, was made. The motion carried unanimously.

IV. Regular Agenda

a. Transformation Strategy Updates

i. Create Awareness and Promote Downtown's Historic Character

Historic Preservation Month (May 2026) planning options were reviewed (including scavenger hunt, trivia, and a photo "Where is it?" challenge). Michelle Frasier and Courtney Amaro will narrow options and return with recommendations. A working timeline discussed: concepts by next meeting, finalize in March, promote in April.

ii. Beautification and Enhancement of Public Spaces

Staff reported coordination with partners (Mike and Emily) on a Window Art Program and anticipates a committee meeting in the first week of February. Staff will follow up with Liz Graves regarding serving as project lead for this goal area.

iii. Increase Visitors to Downtown

Staff reported six confirmed wineries with a target participation date of January 31, 2026. Dove Title confirmed it will host; additional host sites are needed. Vendors will be located around the courthouse; eight vendors were registered at the time of the meeting. The Chamber is considering hosting a seating/relaxation area; confirmation is pending.

iv. Create a Vibrant Downtown Business/Retail Center

Alicia Saldana-Stephens shared informal feedback from downtown businesses, including interest in improving appearance and fostering downtown cohesion. The board discussed clarifying Main Street's role relative to the Chamber and EDC, and discussed options for structured outreach (merchant meeting, open house, breakfast, or dinner).

b. Historic Preservation Month (May 2026) – plans and activities

This item was discussed in coordination with agenda item IV(a)(i). No formal action was taken.

c. Historic Preservation Design Guidelines – development and adoption

Paint options and guidelines (colors, finishes, and application standards)

Stacey Norris presented excerpts from Brenham, Georgetown, and Waxahachie on paint/color guidance as examples. The board confirmed Hamilton is not pursuing a preservation ordinance; guidelines will be used for downtown grant applications (scoring and recommendations). Staff will email the paint/color materials; board members will provide written feedback within one week. Staff will compile responses and schedule a working session prior to the next regular meeting. The board intends to vote on the paint/color guideline section at the next regular meeting. Signage was identified as the next topic.

d. HHMS-branded merchandise

Courtney Amaro shared an initial t-shirt concept featuring Hamilton-themed icons. The board discussed refining the design (including containing the artwork within the word "Hamilton") and exploring student-submitted artwork tied to the Sip & Stroll student art display. No action was taken; the item will be returned to a future agenda.

e. Youth Member appointment recommendation

The board discussed the non-voting youth member role and its benefits to the student. Alicia made a motion to recommend Emery McElroy (student applicant) for appointment as a non-voting Youth Member for the term beginning February 2026 and ending May 2027. Joelle seconded the motion and the motion carried unanimously.

V. Reports

a. Executive Director's Report

Debbie Grieve reported progress on the annual report submission to the Texas Historical Commission and reviewed volunteer hour reporting procedures. Debbie discussed transitioning the Downtown Grant administration to HHMS for application processing and recommendations, with EDC retaining final funding authority.

VI. Future Agenda Review

- Signage design guideline presentation and discussion
- HHMS t-shirt design(s) and next steps
- Action on paint/color design guideline section following compiled board feedback

VII. Adjournment

Kristi made a motion to adjourn and Michelle seconded. The motion carried, and the meeting was adjourned at 6:53.

Certification

Minutes prepared by:

Debbie Grieve, Executive Director, Hamilton Historic Main Street

PASSED AND APPROVED this ____ day of _____, 2026.

Board Secretary: Michelle Frasier

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